

The Board of County Commissioners of Fillmore County, Minnesota met in annual session this 7th day of January, 2020, at 9:00 a.m. in the Commissioners' Board Room, Fillmore County Courthouse, in the City of Preston.

The following members were present: Commissioners Duane Bakke, Marc Prestby, Larry Hindt, Randy Dahl and Mitch Lentz. Also present were: Bobbie Vickerman, Administrator/Clerk; Lori Affeldt, Finance Director; Heidi Jones, Auditor/Treasurer; David Kiehne, Recorder; Ron Gregg, Highway Engineer; Cristal Adkins, Zoning Administrator; Jessica Erickson, Director of Nursing – Public Health; Andrew Hatzenbihler, Solid Waste Administrator; Sheriff John DeGeorge; Lance Boyum, Chief Deputy; Kristina Kohn, Human Resources; Marty Walsh and Chris Hahn, Community and Economic Development Associates; Bonita Underbakke; Gretchen Mensink, Republican Leader and Karen Reisner, Fillmore County Journal.

Administrator Vickerman called the annual meeting to order pursuant to Minnesota Statutes.

The Pledge of Allegiance was recited.

A motion by Bakke seconded by Dahl to nominate Commissioner Marc Prestby as Chair of the Fillmore County Board of Commissioners for 2020.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to cease nomination and cast a unanimous ballot to elect Commissioner Marc Prestby as Chair of the Fillmore County Board of Commissioners.

A motion by Prestby and seconded by Hindt, to nominate Commissioner Randy Dahl as Vice Chair of the Fillmore County Board of Commissioners for 2020.

On motion by Bakke and seconded by Hindt, the Board unanimously approved to cease nomination and cast a unanimous ballot to elect Commissioner Randy Dahl as Vice Chair of the Fillmore County Board of Commissioners.

Commissioner Prestby thanked the Board for nominating him as Board Chair. He stated he is looking forward to a good year.

On motion by Bakke and seconded by Dahl, the agenda was unanimously approved.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the following Consent Agenda:

1. December 17, 2019 County Board minutes
2. Payment of National Association of Counties' invoice of \$450.00 (2019: \$450) for 2020 membership dues
3. Payment of Association of MN Counties' invoice of \$13,096 (2019: \$12,299) for 2020 annual dues
4. Payment of Association of MN Counties' invoice of \$2,462 (2019: \$2,246) for 2020 MN Association of County Social Service Administrators (MACSSA) annual dues
5. Payment of Association of MN Counties' invoice of \$1,248 (2019: \$1,212) for 2020 Local Public Health Association (LPHA) annual dues
6. Payment of 2020 MN Association of County Administrators (MACA) dues in the amount of \$771 (2019: \$701)
7. Payment of 2020 Workers Compensation renewal in the amount of \$108,552 and 2020 Property/Liability renewal in the amount of \$146,309 to MN Counties Intergovernmental Trust (MCIT)

8. Payment of 1st quarter invoice #131043 in the sum of \$107,887.50 to Olmsted County Community Services for Dodge-Fillmore-Olmsted (DFO) Community Corrections 2020 appropriation in accordance with the Joint Powers agreement
9. Request approval for Property Appraiser to attend 2020 MN Association of Assessment Officers (MAAO), Basic Appraisal Procedures and lodging expenses.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the Commissioners' Warrants.

The Finance Department warrants were reviewed.

Commissioners' Warrants		
Fund	Name	Amount
1	County Revenue Fund	\$ 67,591.68
14	Sanitation Fund	\$ 418.05
	Subtotal	\$ 68,009.73
Finance Department Warrants		
1	County Revenue Fund	\$20,224.13
13	County Road & Bridge	\$62,241.15
14	Sanitation Fund	\$1,741.81
87	State Revenue & School Fund	\$69,050.84
	Subtotal	\$84,207.09
Totals		\$152,216.82

Cristal Adkins, Zoning Administrator, was present.

On motion by Bakke and seconded by Lentz, the Board unanimously approved an access permit for Michael & Diane Thompson for a property drive in section 13, Carimona Township, as recommended by the Highway Engineer and Zoning Administrator.

Drew Hatzenbihler, Solid Waste Administrator, brought forward information regarding current pricing for all licensed haulers, noting that due to late notification of pricing adjustments extra time is needed to amend their city contracts.

On motion by Bakke and seconded by Lentz, the Board unanimously approved extending current pricing through April 1, 2020 for all licensed haulers, as recommended by the Sanitation Department.

Jessica Erickson, Director of Nursing was present.

On motion by Dahl and seconded by Lentz, to approve the SEMCAC Head Start Nursing Consultation Services Agreement with a verification regarding liability by the County Attorney.

On motion by Dahl and seconded by Lentz, the Board voted unanimously to amend the previous motion, stating that the County Attorney has reviewed and approved the SEMCAC Head Start Nursing Consultation Services Agreement. The original motion passed as amended.

Erickson updated the board about the tobacco prevention efforts. Erickson summarized President Trump's Federal mandate that was enacted in December 2019.

Bobbie Vickerman, Administrator, Marty Walsh and Chris Hahn from Community and Economic Development Associates (CEDA) were present.

Vickerman noted that Walsh has accepted a new position and will no longer be filling the roll of EDA Director in Fillmore County, effective January 10, 2020. She noted that Chris Hahn, who will be taking on that role, is also present.

Walsh introduced Chris Hahn stating that he is an existing employee of CEDA and has experience that will benefit the needs within Fillmore County. Walsh thanked the Board for their support during his time here and looks forward to continue working with Fillmore County in his new role. Chris Hahn introduced himself remarking he is excited for this new opportunity. Commissioner Bakke inquired as to the status of the Comprehensive Plan. Walsh gave an update regarding the work that has been done and said he will be working with Zoning Administrator Adkins regarding what needs to be worked on next.

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 1st quarter payment to CEDA in the amount of \$10,120.25.

On motion by Dahl and seconded by Lentz, the following resolution was unanimously adopted:

RESOLUTION 2020-001: Dedicate a portion of tax forfeiture receipts to parks in accordance with MS282.08

On motion by Dahl and seconded by Lentz, the Board unanimously approved the 2020 regular County Board meeting day and time, along with schedule of meetings including Board of Appeal and Equalization and Truth in Taxation as listed below: (R references the regular meeting of the month and S references a special meeting)

January 7 th	9:00 a.m.	R	
January 14 th	9:00 a.m.	S	
January 28 th	9:00 a.m.	S	
February 4 th	9:00 a.m.	S	
February 11 th	9:00 a.m.	R	
February 25 th	9:00 a.m.	S	
March 3 rd	9:00 a.m.	S	
March 10 th	9:00 a.m.	R	
March 24 th	9:00 a.m.	S	
April 7 th	9:00 a.m.	S	
April 14 th	9:00 a.m.	R	
April 28 th	9:00 a.m.	S	
May 5 th	9:00 a.m.	S	
May 12 th	9:00 a.m.	R	
May 26 th	9:00 a.m.	S	
June 2 nd	9:00 a.m.	S	
June 9 th	9:00 a.m.	R	
June 23 rd	3:00 p.m.	S	Board of Appeal & Equal. Hearing at 6:30p.m.
June 30 th	9:00 a.m.	S	ONLY NECESSARY IF CONTINUATION HEARING NEEDED
July 7 th	9:00 a.m.	S	
July 14 th	9:00 a.m.	R	
July 28 th	9:00 a.m.	S	
August 4 th	9:00 a.m.	S	

August 11 th	9:00 a.m.	R	
August 25 th	9:00 a.m.	S	
September 1 st	9:00 a.m.	S	
September 8 th	9:00 a.m.	R	
September 22 nd	9:00 a.m.	S	
October 6 th	9:00 a.m.	S	
October 13 th	9:00 a.m.	R	
October 27 th	9:00 a.m.	S	
November 3 rd	9:00 a.m.	S	
November 10 th	9:00 a.m.	R	
November 24 th	9:00 a.m.	S	
December 1 st	3:00 p.m.	R	Truth in Taxation Hearing at 6:30 p.m.
December 15 th	9:00 a.m.	S	
December 22 nd	9:00 a.m.	S	

The Citizen's Input portion of the meeting was opened and closed at 9:30 a.m. as no one was present to speak.

Heidi Jones, Auditor/Treasurer was present.

Jones updated the Board regarding the designation of County Assessor duties to Sheila Buenger, Accounting Technician Lead in the Assessor Office, for a period not to exceed 90-days per State request.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the Bluff Country Reader as the official County newspaper for 2020, with the low bid of \$.45 per inch.

On motion by Lentz and seconded by Hindt, the Board unanimously set the 2020 per diem rate at \$45 per day.

On motion by Bakke and seconded by Lentz, the Board unanimously set the 2020 mileage reimbursement rate for use of private vehicle for official County business at the Federal Internal Revenue Service (IRS) rate. It was noted that the 2020 IRS rate is \$0.575 per mile and reimbursements would follow any 2020 Federal changes to the rate.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to close the meeting at 9:36 a.m. pursuant to Minn. Statute 13.D.01, Subd. 2(b) concerning a possible termination of an employee during their probationary period.

Commissioner Marc Prestby, Commissioner Randy Dahl, Commissioner Mitch Lentz, Commissioner Larry Hindt, Commissioner Duane Bakke, County Administrator Bobbie Vickerman, Human Resources Officer Kristina Kohn and Auditor/Treasurer Heidi Jones were present for the closed session.

On motion by Dahl and seconded by Lentz, the Chair re-opened the meeting at 9:59 a.m. with all members, the Administrator and others present.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to terminate employee #1572 due to inability to complete probation with documentation being put into the personnel file as requested.

Ron Gregg, Highway Engineer, was present.

On motion by Bakke and seconded by Hindt, the Board unanimously approved the 2020 Travel/Conference schedule for the Highway and Airport Departments.

Highway Committee report – reviewed and adjusted the criteria that is utilized to develop the Fillmore County Infrastructure report. It was noted to put Ron Gregg at the end of the next agenda with additional time to present the report.

Kristina Kohn from Human Resources was present.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to extend temporary assignment for Sandy Solberg, not to exceed six (6) months, as recommended by the County Recorder.

On motion by Dahl and seconded by Lentz, the Board unanimously approved to advertise for 0.5 FTE Office Support Specialist, Sr. position in the Recorder's Office as recommended by the Personnel Committee.

On motion by Dahl and seconded by Hindt, the Board unanimously approved to adopt the 2020 non-union pay plan with 2.5% adjustment.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the 2020 non-union classification chart.

On motion by Bakke and seconded by Dahl, the Board unanimously approved the resignation request for Deborah Dunn, Accounting Technician, Auditor/Treasurer Office, effective January 10, 2020. The Board thanked Deb for her 9 months of service to Fillmore County.

On motion by Dahl and seconded by Hindt, the Board unanimously approved the request to advertise for two (2) Accounting Technicians in the Auditor/Treasurer's Office as recommended by the County Board of Commissioners.

On motion by Bakke and seconded by Lentz, the Board unanimously approved the resignation request for Angela Serfling, Public Health Registered Nurse, effective January 31, 2020 and thanked her for eight months of service.

On motion by Lentz and seconded by Hindt, the Board unanimously approved the request to hire replacement Public Health Registered Nurse from the previous hire list; advertising only if the position cannot be filled.

The Chair recessed the meeting at 10:19 a.m. and resumed back in session at 10:25 a.m.

County Administrator Vickerman continued with her agenda items.

A motion was made by Dahl and seconded by Bakke, to set the hourly rate for temporary entry-level staff in appointed offices at Grade 3/Step 1, \$12.99/hour in accordance with the 2020 non-union pay plan. The Chair called for a vote: Commissioners voting "aye": Bakke, Dahl, Hindt and Prestby. Commissioners' voting "nay": Lentz. The motion prevailed.

On motion was made by Dahl and seconded by Bakke, the Board unanimously set the County Commissioner's annual 2020 salary at \$24,693.00.

On motion by Bakke and seconded by Lentz, the Board unanimously set the annual salary for the County Attorney at \$117,750.00.

On motion by Dahl and seconded by Bakke, the Board unanimously set the annual salary for the Sheriff at

\$108,045.00, which include the \$6,000.00 for Emergency Management.

On motion by Lentz and seconded by Hindt, the Board unanimously set the annual salary for the Auditor/Treasurer at \$79,500.00.

On motion by Bakke and seconded by Lentz, the Board unanimously set the annual salary for the County Recorder at \$73,750.00.

On motion by Bakke and seconded by Lentz, the Board unanimously set the salary for the Chief Deputy at \$92,712.00, and approved the contract.

On motion by Dahl and seconded by Lentz, the Board unanimously approved reimbursement of expenses for veteran organization ceremonies. Noting that each American Legion Post or Veterans of Foreign Wars Post of Fillmore County, making application for said appropriation for defraying expenses of Memorial Day exercises for 2020, shall be granted \$75. Before such grants are made, the Post must furnish evidence that public exercises were held. In cities where both an American Legion Post and Veterans of Foreign Wars Post exists, the Post sponsoring the exercise shall receive the entire grant of \$75, whereas each city can only apply for one appropriation of \$75.

On motion by Bakke and seconded by Lentz, the Board unanimously approved to authorize elected officials, department heads and division leaders' overnight stays to attend their respective annual professional association of Minnesota conferences (LIST)

On motion by Bakke and seconded by Lentz, the Board unanimously approved County payment for flu shots for County employees to be provided as an employee benefit and in the event of flu shot shortages, only those qualifying under MN guidelines would be immunized.

The 2020 Committees list was reviewed.

On motion by Dahl and seconded by Bakke, the Board unanimously approved appointing Linda Hennessey as the Fillmore County Representative for SELCO.

On motion by Lentz and seconded by Dahl, the following resolution was unanimously adopted:
RESOLUTION 2020-002: Use of County website as alternative method to disseminate bids

On motion by Bakke and seconded by Lentz, the Board unanimously approved the 2020 Delegates for Association of Minnesota Counties and Policy Committee Delegates.

On motion by Bakke and seconded by Lentz, the Board unanimously approved designation of bank depositories for 2020. Commissioner Lentz would like to follow up with attaining bids for banking services as discussed in the past. It was requested that the Finance Committee review our options.

The county contract with Rochester Women's Shelter regarding office space was removed for the agenda at this time.

A list of Finance Warrants entries was requested.

A review of the calendar was done with the following committee reports and announcements given:
Bakke – January 9th One Watershed, One Plan
Bakke – January 23rd Planning Commission

Bakke – January 16th Historical at 10am and SWCD

Bakke – January 22nd Extension

Bakke – DFO report

On motion by Dahl and seconded by Hindt, the Chair adjourned the meeting at 11:03 a.m.